

MEMORANDUM FOR PEO-IT, DASN(ACQ), ASN(FM&C)FMO

Subj: COMMITMENT TO IMPLEMENT WIDE AREA WORKFLOW

The \_\_\_\_\_ acknowledges that:

- 1.) The Program Executive Officer for Information Technology (PEO-IT) in partnership with the Office of the Deputy Assistant Secretary of the Navy (Acquisition) and the Assistant Secretary of the Navy (FM&C), Financial Management Operations is providing training, change management and implementation support as well as SPS 4.2.2 Adapter installation support to Navy Commands, and
- 2.) The ultimate goal of this effort is to take maximum advantage of the DFAS electronic payment rate to realize savings that can be re-directed to support the war fighter and improve the efficiency of the payment process.

In exchange for the training, change management, implementation and adapter installation support described above, \_\_\_\_\_ agrees to:

- 1.) Make a good faith effort to achieve a 100% SPS 4.2.2 Adapter installation goal by 30 June 2006, and a 48% and 90% WAWF usage goal by 30 September 2006 and 31 May 2007, respectively.
- 2.) Provide the resources and support required for successful implementation of WAWF.
- 3.) Provide command specific contractual, vendor, and invoice data necessary for initial implementation support.
- 4.) Starting in November 2005, provide PEO-IT with a monthly report on WAWF and SPS 4.2.2 Adapter implementation progress.
- 5.) Accept that, if a reasonable increase in WAWF usage is not achieved within a reasonable period of time after receipt of training and other support, this support will be terminated.

**DRAFT**